



Equality Impact Assessment

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a function, policy or plan by anticipating the consequences, and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

1. Identification of Function, Policy or Plan	
Name of function / policy / plan to be assessed.	Orkney College UHI Financial Forecast Return 2019
Service / service area responsible.	Education, Leisure and Housing
Name of person carrying out the assessment and contact details.	Christine Scott Christine.Scott@uhi.ac.uk
Date of assessment.	03/10/2019
Is the function / policy / plan new or existing? (Please indicate also if the service is to be deleted, reduced or changed significantly).	New

2. Initial Screening	
What are the intended outcomes of the function / policy / plan?	To approve the Orkney College UHI Financial Forecast Return 2019
Is the function / policy / plan strategically important?	The Financial Forecast Return is the annual review of the last complete financial year, the current year and the forecast financial position for future years.
State who is, or may be affected by this function / policy / plan, and how.	The provision of education, research and commercial activity is not anticipated to change significantly. It is therefore not anticipated that stakeholders including students, staff and employers will be affected. Any future actions impacting on expenditure or income which would

	impact upon stakeholders will require a further Equality Impact Assessment to be carried out to consider any potential differential impacts in detail.
How have stakeholders been involved in the development of this function / policy / plan?	Student feedback is gathered and considered at various stages throughout the academic year. Staff engage in annual planning. Employers engage with curriculum areas in an advisory capacity. The annual college budget and the Strategic and Operational Plan are approved at Committee.
Is there any existing data and / or research relating to equalities issues in this policy area? Please summarise. E.g. consultations, national surveys, performance data, complaints, service user feedback, academic / consultants' reports, benchmarking (see equalities resources on OIC information portal).	Data from student surveys, engagement with staff and feedback from employers are taken into account when formulating budget proposals.
Is there any existing evidence relating to socio-economic disadvantage and inequalities of outcome in this policy area? Please summarise. E.g. For people living in poverty or for people of low income. See The Fairer Scotland Duty Interim Guidance for Public Bodies for further information.	The Scottish Funding Council is committed to improving life chances, ensuring that all people in Scotland are able to access all levels of educational provision, regardless of their background http://www.sfc.ac.uk/access-inclusion/widening-access.aspx
Could the function / policy have a differential impact on any of the following equality areas?	(Please provide any evidence – positive impacts / benefits, negative impacts and reasons).
1. Race: this includes ethnic or national groups, colour and nationality.	There is no differential impact relating to race anticipated.
2. Sex: a man or a woman.	There is no differential impact relating to sex anticipated.
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.	There is no differential impact relating to sexual orientation anticipated.
4. Gender Reassignment: the process of transitioning from	There is no differential impact relating to gender reassignment anticipated.

one gender to another.	
5. Pregnancy and maternity.	There is no differential impact relating to pregnancy and maternity anticipated.
6. Age: people of different ages.	There is no differential impact relating to age anticipated.
7. Religion or beliefs or none (atheists).	There is no differential impact relating to religion or beliefs or none anticipated.
8. Caring responsibilities.	There is no differential impact relating to caring responsibilities anticipated.
9. Care experienced.	There is no differential impact relating to the care experienced anticipated.
10. Marriage and Civil Partnerships.	There is no differential impact relating to marriage and civil partnerships anticipated.
11. Disability: people with disabilities (whether registered or not).	There is no differential impact relating to people with disabilities anticipated. (Includes physical impairment, sensory impairment, cognitive impairment, mental health)
12. Socio-economic disadvantage.	There is no differential impact relating to socio-economic disadvantage anticipated.
13. Isles-proofing.	There is no differential impact relating to isles-proofing anticipated.

3. Impact Assessment

Does the analysis above identify any differential impacts which need to be addressed?	The analysis has not identified any differential impacts which need to be addressed. Any future actions impacting on expenditure or income which would impact upon stakeholders will require a further Equality Impact Assessment to be carried out to consider any potential differential impacts in detail.
How could you minimise or remove any potential negative impacts?	Appropriate and careful management of current budgets and future forecast budgets.
Do you have enough information to make a judgement? If no, what information do you require?	Yes

4. Conclusions and Planned Action

Is further work required?	Yes
What action is to be taken?	The FFR is reviewed and submitted annually.

Who will undertake it?	Principal, Business Support and Finance Manager
When will it be done?	Annually
How will it be monitored? (e.g. through service plans).	The FFR is reviewed annually

Signature:



Date: 03/10/2019

Name: CHRISTINE SCOTT

(BLOCK CAPITALS).

Please sign and date this form, keep one copy and send a copy to HR and Performance. A Word version should also be emailed to HR and Performance at hrsupport@orkney.gov.uk